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ABSTRACT

This report discusses the methodology, problems, follow-up procedures, recommendations, and benefits involved in the compilation of a directory which will identify library collections held by ethnocultural clubs, federations, organizations, community centers, and language schools in Canada. Appendices contain samples of a form letter, questionnaire, index card, and reminder notice. A list of resource people contacted, a bibliography citing 31 references, and a dummy format of the directory are provided. (FM)

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Report on the DIRECTORY OF LIBRARY COLLECTIONS IN ETHNOCULTURAL ORGANIZATIONS IN CANADA: ONTARIO

by

Isabella Aliferis

and

Karen Wierucki

This report has been prepared for the Languages Centre of the Metropolitan Toronto Library Board, under the supervision of Barbara Günther, Head of the Languages Centre, in partial fulfillment of the requirements for course LIB 2005 Directed Field Work - Public Libraries: Administrative Practice, Professor: L.G. Denis.

University of Toronto
Faculty of Library Science
April 1980

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IR009432

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The proposal for the creation of a directory of library collections of ethnocultural organizations in Canada came from Barbara Günther, Head of the Languages Centre of the Metropolitan Toronto Library Board. The Languages Centre receives many requests daily for materials dealing with cultural groups for which additional resources would be very helpful. In addition, a growing interest has developed in the area of ethnocultural services in the past few years, promoting an awareness in our schools and information centres, and it is believed that many would welcome a listing of the various resources available in our communities. It is our hope that such a directory will encourage the use of these resources, and help to promote an understanding and awareness of our rich and varied cultural heritage.

The compilation of a directory encompassing all the resources available in Canada is, of course, an enormous undertaking, and it was thought that this project would be accomplished in stages - one province at a time, with Ontario to be the first completed. The task of beginning this directory was undertaken by ourselves, library science students - Isabella Aliferis and Karen Wierucki - as a project in the Directed Field Work course given at the Faculty of Library Science, University of Toronto. Since the period allowed, three weeks, is insufficient to carry out all but the preliminary work, the completion of the directory for Ontario will be carried out by the staff of the Languages Centre.

The directory is intended primarily for use by library staff and community organizations as a referral guide. Although it will

certainly be made available to the public, it is believed that the directory's main value will be as a reference tool.

Methodology

1. Discussion with Barbara Günther of objectives, methodology, problems, format, etc.
2. Extensive literature search to retrieve similar directories useful in determining scope, title, and format of proposed directory.
3. Questionnaire and form letter were designed.
4. Meeting with Doris Schmela of the Printing Department, MTLB to discuss printing procedures.
5. A card index file was created of approximately 690 proposed contacts.
6. Card file was weeded of duplicates and unlikely sources.
7. 650 envelopes were typed and mailed to contacts with accompanying form letter and questionnaire. A stamped, self-addressed envelope was included.
8. A reminder notice was designed for mailing to those organizations which do not return a questionnaire by May 30, 1980. (Letter stipulated a return date of May 12, 1980.)
9. An introduction to the directory was written, and a possible list of ethnocultural/language groups to be used as subject headings was developed.
10. A dummy format was set up, and a proposed title page.
11. Phone contacts were made to various language specialists in the Metro library system who are members of the Metro Multiservice Committee.
12. Barb Günther contacted L. Wertheimer, former Languages Coordinator, MTLB,

and Marie Zielinska, head of the Multilingual Service, National Library of Canada, Ottawa.

13. Met with staff of the Cross Cultural Communication Centre (1991 Dufferin St.) and with Thade Rachwall Citizenship Branch, Ministry of Culture and Recreation, who is involved in the compiling of the Ethnocultural Directory of Ontario.

14. Discussed publication procedures and options with Jytta Birnbaum, Publications Officer, MTLB.

15. Follow-up procedures were determined and dates for completion were projected.

16. Report written, including our recommendations for the future.

Notes on Methodology

Throughout the various stages of completing the project, each step taken was first reviewed with Barbara Günther. Although no formal pretesting of the questionnaire occurred, extensive discussion concerning its design took place with Barbara, who runs a private library in addition to carrying out her role as the Head of the Languages Centre. As well, the questionnaire was modelled directly on the information format used by the Directory of special libraries in Toronto. The restrictive time limit precluded an exhaustive preliminary testing of the questionnaire.

Although it was specified by Barbara Günther that no collections of public libraries, churches, embassies, government agencies, universities, archives, museums, or collections other than print be included, letters were sent to such institutions as the OECA, the multicultural television station (Ch. 47), the

multicultural radio station CHIN, the National Library, the Ministry of Culture and Recreation Resource Centre, and various cross-cultural centres in the hopes of picking up some useful leads and contacts. It was our intent to include as many different ethnocultural groups as possible in our card file, and to reach as wide as possible a geographical cross-section of Ontario.

Problems Encountered

A chief problem encountered in our selection of contacts was the proliferation of directories which were out-of-date. Institutions were listed which no longer exist, many addresses were incorrect, and others had, since publication, amalgamated with larger umbrella organizations because of financial constraints. In addition, many of the organizations were known under similar names or existed as many different chapters. We also found it difficult to pinpoint those which would be likely to yield a library collection, for many of the names were misleading. The 'Verdi Society', for example, could be a social club, a club for music lovers, or an academic club housing an interesting collection of books. We therefore decided to establish as broad as possible a range of contacts and then weed out questionable ones.

Although we verified as many addresses as possible, we anticipate few responses (20%), due to incorrect addresses, lack of interest on the part of organizations, and a solicitation of resources from organizations not holding any collections. Even with the inclusion of a stamped, self-addressed envelope to encourage replies, response rates for such questionnaires are notoriously low.[1]

[1]Berdie, D.R., and J.F. Anderson, Questionnaires: design and use (Metuchen, N.J.: Scarecrow Press, 1974), p. 20; 49.

A minor problem surfaced internally. Although the stamped, self-addressed envelopes were stamped with 'Languages Centre' under the general library address, the outer envelope was not, and our returned envelopes with incorrect addresses, which started arriving during the third week, posed an identification problem for the mail room staff. This has been noted and changed in later mailings.

The selection of an appropriate title for the directory was a sensitive issue. The epithet 'ethnic' has, in the past, been a source of major contention and was therefore rejected in favour of the more neutral 'ethnocultural' as evidenced in much of the literature. Further care had to be taken in the formulation of the letter and the questionnaire in an attempt to avoid offending sensibilities and to make the project appear as important as possible, so as to encourage a favourable response.

A definition of scope became easier with discussion. Barb Günther decided that she wished only print materials of community organizations, which excluded such institutions as museums, archives, universities, government agencies, embassies, churches, and public libraries. We then further decided to omit native peoples and French resources, as the first represents collections which are already the object of numerous studies, and the second represents collections of a people who politically are regarded as one of Canada's official language groups.

In our selection of collections to be included in the directory it was, of course, necessary to stipulate a minimum number of volumes said to constitute a 'library collection'. We therefore arbitrarily

chose 50 volumes as a minimum for inclusion. We did however, make provision for collections under 50 volumes if the volumes represented a highly specialized, significant, or rare resource. In the end, the selection process remains subjective.

The prospects of continuation and completion of this directory are an area of concern, for limited staff and financial resources could force a long period of non-activity. Questionnaires must be collected and filed, addresses on returned mail must be corrected and remailed, index cards must be kept up to date, and entries must then be rewritten and typed for entry in the directory. This process is naturally very time-consuming and unless outside help is solicited the chances of the directory reaching publication are slight.

Follow-up procedures:

We recommend that returned questionnaires be processed in the following manner:

1. The same designated person should be in charge of collecting questionnaires and processing them one morning a week.
2. When a questionnaire is returned, a check mark should be made in the left hand corner of the index card.
3. The questionnaire should then be filed alphabetically by institution.
4. Questionnaires returned because of an incorrect address should be checked in the relevant telephone directory and in the Ethnocultural directory of Ontario 1979. If the address cannot be located using these tools, contact an appropriate information centre.
5. Any changes found in this check should be made on the index cards. Any obsolete cards should be removed.
6. On May 31st, the special reminder should be sent to all institutions that have failed to return a questionnaire. A capital letter 'R' should be made on the appropriate index card, once again in the bottom left hand corner.
7. When the questionnaire finally arrives, the regular check mark should be made on the card also.
8. New suggestions for contacts noted on incoming questionnaires should be checked for inclusion in the established card file. If the institution is not already included a new card should be made and interfiled, and the questionnaire package forwarded.
9. The form letter and questionnaire for these contacts should be

revised to show a final date of June 2nd, 1980.

10. The same reminder procedure applies to this second set of institutions, with reminders being sent June 16th. (This time frame should be used for any further mailings.)
11. Questionnaires should be weeded to isolate collections of 50 or more volumes, or those deemed significant enough for inclusion.
12. All questionnaires should be checked for ambiguities and errors by means of a follow-up telephone call, if possible.
13. The questionnaires should then be sorted according to chosen language groups, then interfiled alphabetically according to city and then name of institution.
14. The comment section of each questionnaire should be revised as needed.
15. All entries designated for inclusion should be typed.
16. Sheets should be proofread,
17. When all entries are completed, indexes should be developed, and the accompanying introduction, table of contents, etc., prepared.
18. The completed directory should be ready to be sent to the Publications Department, which is already aware of the format finally decided upon.

Publication

Upon discussion with Jytta Birnbaum of the Publications Department, MTLB, we discovered that the directory could be published in-house, at the cost of approximately $80.00. This figure represents a projected estimate for 100 copies of a 50-page (100 sides) directory, six months from today (April 29, 1980). Entries would have to be typed in double columns on a 15"x11" page, obtainable from the printing department, or

to be ordered. This page would then be reduced to the standard 8 1/2"x11" size at no cost. The graphics department could design a cover at no cost, which would be placed on the directory and fastened with industrial staples (the most inexpensive choice). The printing should take no more than two weeks, and the publication could be sold at a suggested $5.00 per copy to libraries and other community organizations.

Recommendations

1. Two options exist for continuing work on this directory -
   a) use of an outside employee hired through Experience '80, O.C.A.P., or the Canada Works programs - projected completion date August 15, 1980.
   b) use of a regular full or part-time staff member who would be assigned the directory project - projected completion date December 15, 1980.
2. Recommended funding sources for this directory:
   A list of potential groups interested in funding projects aimed at developing better intercultural communication and awareness is located in the Ontario Ministry of Culture and Recreation publication Resources for community groups, page 14 - Foundations, page 33 - Wintario. For example, a source would be the Citizenship branch of the Department of the Secretary of State
   60 St. Clair Avenue E., Suite 602
   Toronto, Ontario M4T 1N5
3. We recommend that geographical and institutional indexes be developed for this directory.
4. We recommend that on completion of the Ontario directory, the form letter and questionnaire be revised according to the responses received thus far.

5. We recommend promotion of this project in free publications such as newsletters, through personal contacts, etc., to avoid the duplication of such a directory and as a means of establishing further valuable leads.
6. We recommend that, in future publications, other materials such as films, tapes, records, videotapes, photographs and archival materials be included.
7. We recommend that churches and parishes be included in future directories. Through discussion with resource people in the field, it was noted several times that these institutions represent the main gathering places for some cultural groups, and is where informational materials are housed and circulated (not necessarily only religious materials).
8. In the compilation of resources for future provinces we recommend a two-phase operation. First, a form letter should be developed and forwarded to larger umbrella groups, multicultural centres, public libraries, boards of education, and ministries in order to establish a list of current preliminary contacts. A second form letter and questionnaire would then be sent to the specific institutions, as done in this project.

Benefits to students:

1. Gained a greater awareness of the multicultural resources available in Ontario.
2. Developed organizational skills, bibliographic searching skills, and communication skills.
3. Contributed to the library field, and gained experience in problem-solving in an actual public library setting.
4. Learned how to develop a publication from the beginning stages to the point of printing.
5. Had an opportunity to examine and evaluate reference tools, e.g. directories, union catalogues, etc.
6. Enjoyed an opportunity to work with professionals in a library setting and gain some insight into the day-to-day, inner workings of a library.
7. Appreciated an opportunity to act in the role of consultants to pinpoint problems in the development of a directory, and to make recommendations for future compilations.
8. Provided a chance to work in cooperation with a colleague on a professional level.
9. Established some good library contacts.
10. Offered a practical opportunity to apply theoretical knowledge.

APPENDICES

Metropolitan Toronto Library Board

789 Yonge Street,
Toronto, Ontario, Canada
M4W 2G8

Telex 06-22232
Phone:(416)928-5280
Reply to: B. Gunther

April 21, 1980

Dear Sir or Madam:

We are in the process of compiling a directory of ethnocultural library collections available in Canada. Many requests come to our Languages Centre for materials dealing with cultural groups in Canada for which additional resources would be helpful. Also, development in the area of ethnocultural services and awareness in the schools and other information centres has occurred recently.

It has become clear that a comprehensive listing of the resources available from various organizations would be useful. We hope that a listing of such resources will encourage their use, and will help to promote an understanding and awareness of our rich and varied cultural heritage.

We are therefore asking for your help in determining the type and size of resource collection your organization may have. Would you please fill out the enclosed questionnaire in as much detail as possible, and return it by May 12,1980. It is very important that your questionnaire be returned by this date to ensure your inclusion in the directory.

Should the questionnaire not apply to your organization, we would appreciate it very much if you would forward it to another group that you know of with such a collection.

We are grateful for your cooperation in developing a directory which will be an invaluable guide for many people.

Sincerely,

B. Gunther

B. Gunther
Head, Languages Centre
Metropolitan Toronto Library

Please fill this questionnaire out as completely as possible, and return it to the Languages Centre by May 12,1980. Should this questionnaire not apply to your organization, please pass it on to another group with such a collection.

Name of library:

Address:

Postal code:

Phone number:

Hours open:

Purpose of the library:

Year established:

Coordinator/Supervisor:

Number of staff:

Language of service:

Collection size:

Books:

Periodicals:

Other (please specify):

Major subject emphases (specify language of materials):

Special collections: (e.g. children's, language instruction, etc.)

Open to the public? Yes No If no, who may use:

Services available:

Publications:

Other relevant information regarding resources:

Please identify other organizations to which this questionnaire should be sent:

Thank you for your cooperation.

Sample of an index card from the contacts file

E. Indian

Bengali Cultural Association
115 Pickering Street
Toronto
M4E 3J5

766-2127

SAMPLE OF REMINDER TO BE SENT OUT

ETHNO-CULTURAL RESOURCE QUESTIONNAIRE: May 31/80

A small reminder!

To date we have still not received your completed questionnaire due May 12, 1980. Could I ask you to take a few minutes from your busy schedule to fill it out and return it to us? A self-addressed envelope was supplied earlier.

Thank-you very much for your help!

Barbara Günther, Head
Languages Centre
Tel: 928-5352

Type of institutions to which questionnaires were sent:

For leads: universities, OECA, CHIN radio, Channel 47, the National Library, Ottawa; multicultural centres, Ministry resource centres, boards of education, etc.

For actual library collections: all clubs, federations, organizations, community centres of an ethnocultural nature, language schools.

Resource people contacted:

1. Barb Günther and staff of the Languages Centre, Metropolitan Toronto Library Board.
2. Frieda Zyck of the History Department, MTLB (working on multiethnic history collections)
3. Members of the Metro Multiservice Committee
   TPL - Eva Stiasny
   NYPL - Diane Varga
   SC - Helena Mott
   ET - Marian Gardner
   EY - Indu Grover
   York - Boleslav Wazocha
4. Leonard Wertheimer, former Languages Coordinator, MTLB.
5. Marie Zielinska, head of the Multilingual Service, National Library, Ottawa.
6. Thade Rachwall , Ministry of Culture and Recreation.
7. Barbara Thomas and Laura Heller , Cross Cultural Communication Centre.

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Berdie, D.R. and Anderson, John F. Questionnaires: design and use. Metuchen, N.J.: Scarecrow Press, 1974.

Black dial directory '76-'77: your guide to Black services in Ontario. Toronto: Black Dial Directory, 1976. 80 p.

Canadian library handbook, 1979-1980. Edited by Jim Quantrell. Toronto: Micromedia, 1979. 256 p.

Directory of associations in Canada. Prepared under the direction of Brian Land. Toronto: University of Toronto Press, 1974. 393 p.

Directory of ethnic publishers and resource organizations. Compiled by Beth Shapiro. Chicago: American Library Association, 1976.

Directory of libraries and resource centres in the government of Ontario. Toronto: Queen's Printer, 1976.

Directory of special libraries and information centres. 5th ed. 3 vols. Edited by Margaret L. Young and Harold C. Young. Detroit: Gale Research Co., 1979.

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Health sciences information in Canada. Ottawa: Health Sciences Resource Centre, 1979.

International Institute of Metropolitan Toronto. Ethnic directories. Compiled by M. Streeruwitz. Toronto: The Institute, 1970-1974.

Kaleidoscope Canada: ethnic and immigration news, 1980- Ottawa: Employment and Immigration Canada.

Learnx directory - a directory of learning resources. 4th ed. Toronto: Learnx Press, 1976. 266 p.

Markotic, V., ed. Ethnic directory of Canada. Calgary: Western Publishers, 1976. 118 p.

Multiculturalism, 1980- Toronto: Guidance Centre, Faculty of Education, University of Toronto in cooperation with the Multicultural Development Branch, Ministry of Culture and Recreation.

Multinational directory: Metropolitan Toronto 1977-78. Toronto: Multilingual Information Centre, 1977. 71 p.

National Library of Canada. Research collections in Canadian libraries. Special studies. Vol. 4: Slavic and East European resources in Canadian academic and research libraries. Ottawa: Information Canada, 1972.

National Library of Canada. Social science and humanities collections in Canadian government libraries: a guide. Ottawa: National Library of Canada, 1979. 93 p.

Ontario. Ministry of Community and Social Services. Directory of Ontario community groups. Toronto: Queen's Printer, 1973.

Ontario. Ministry of Culture and Recreation. Citizenship Branch. Metropolitan Toronto: addresses and information to be used with Handbook for counsellors of newcomers. Toronto: Queen's Printer, 1976.

Ontario. Ministry of Culture and Recreation. Multicultural Development Branch. Ethnocultural directory of Ontario 1979. Toronto: Queen's Printer, 1979. 160 p.

_____. Multicultural resources for social workers. Toronto: Queen's Printer, 1978. 71 p.

_____. Resources for community groups. Toronto: Queen's Printer, 1978. 54 p.

Ontario. Ministry of Culture and Recreation. Newcomer Services Branch. Directory of ESL classes and service centres for newcomers 1979-1980. Toronto: Queen's Printer, 1979.

_____. Newcomers guide to services in Ontario. Toronto: Queen's Printer, 1978. 281 p.

Special libraries and information centres in Canada: a directory. Compiled by Beryl L. Anderson for the Canadian Association of Special Libraries and Information Services. Revised edition. Ottawa: Canadian Library Association, 1970. 168 p.

Thumbadao, Camilla. Directory of religious and spiritual cults and sects in Canada. Toronto: Faculty of Library Science, 1979.

Wasserman, Paul. Ethnic information sources of the United States. Detroit: Gale Research Co., 1976. 751 p.

Weres, Roman. Directory of Ukrainian publishing houses, periodicals, bookstores, libraries and library collections of Ukrainica in Diaspora. Chicago: Ukrainian Bibliographical Reference Centre, 1976. 56 p.

Wynar, L.R., and L. Buttlar. Guide to ethnic museums, libraries and archives in the United States. Kent, Ohio: Centre for Ethnic Publications, Kent State University, 1978. 378 p.

DIRECTORY

OF LIBRARY COLLECTIONS

IN ETHNO-CULTURAL ORGANIZATIONS

IN CANADA: ONTARIO

Compiled by

Isabella Aliferis, Karen Wierucki
and Barbara Günther

LANGUAGES CENTRE
METROPOLITAN TORONTO LIBRARY BOARD
TORONTO, ONT.
1980

INTRODUCTION

There has been, in recent years, a growing interest in learning about Canada's rich cultural heritage. Many of the necessary resources, however, have been collected and housed within cultural organizations, hidden from public view. This directory is, therefore, intended to be a listing of the library resources of such institutions and organizations in Canada. This first volume deals specifically with library collections in Ontario. The listing is not intended to be a comprehensive guide; rather, it is intended to offer as wide a selection of ethno-cultural materials as possible.

An ethno-cultural institution, for purposes of this directory, is defined as "a cultural, non-profit organization created and supported by an ethnic group or organization; it collects and preserves materials (books, periodicals, manuscripts, audiovisual materials, etc.) related to a particular ethnic community or institution and its historical and cultural heritage. In many instances the library serves the members of the ethnic community or organization, supports the community with organizational activities, and serves as an information agency of the particular ethnic group."[1]

The data provided in this directory are based on a survey of all ethno-cultural organizations in Ontario which have come to our attention. A search of various directories, personal contacts in the community, and library staff members were useful in identifying such organizations. The product of the search was a card file of approximately 650 addresses, to which questionnaires were sent as a lead-in to the project. Out of the 650 questionnaires that were mailed, (#) responses were received, (#) identifying collections which could be included in the directory. An additional (#) leads were submitted and investigated. A final total of (#) questionnaires was thus used covering 52 languages.

1 Wynar, L.R. and Buttlar. Guide to ethnic museums, libraries, and archives in the United States. (Kent, Ohio:Centre for Ethnic Publications, Kent State University, 1978.) p.x

The scope of this publication is necessarily limited. Excluded were religious organizations without a language affiliation, archives and museums, government agencies, embassies and consulates, universities, public libraries, native peoples and French collections. Collections of less than 50 volumes were also excluded, unless the collection represented a highly specialized and, therefore, significant resource. Multicultural collections were included whenever possible.

The directory is arranged alphabetically by language group, then subdivided alphabetically by city and again by institution. Some cross-references are given within the Table of Contents to facilitate access. An alphabetical index by name of institution is provided.

Although every possible effort has been made to produce an accurate list, errors and omissions may have, nevertheless, occurred. Notification of these should be sent to:

B. Günther, Head
Languages Centre
Metropolitan Toronto Library Board
789 Yonge Street
Toronto, Ontario.
M4W 2G8

Changes should also be directed to this address.

We hope that this directory will prove to be a useful guide, helping to promote an understanding and awareness of our rich and varied cultural heritage. The assistance of all those who contributed to the preparation of this directory is acknowledged with sincere thanks.

Isabella Aliferis, Karen Wierucki
and Barbara Günther

TABLE OF CONTENTS

A list of suggested ethno-cultural headings- to be used as needed.

African

Afro-Asian

Afro-Asian West Indian

Afro-Caribbean

Aga Khan Ismaili see-Ismaili

Albanian

Arab

Armenian

Assyrian

Austrian (see also:German)

Baltic see-Estonian, Latvian, Lithuanian

Bangladeshi

Barbadian

Belgian

Belgian-Dutch

Bengali

Black (see also: African, Afro-Asian West Indian, Barbadian, Caribbean, East African, East African Asian, Ebonite, Grenadian, Jamaican, Kittitian, St. Lucian, South African, Tobagonian, Trinidadian, West Indian)

Brazilian

Bulgarian

Byelorussian

Carpetho-Ruthenians (see also: Ukrainian, Indonesian)

Chinese

Colombian

Croatian

Czech (see also: Slovak)

Danish

Dutch

East African

East African Asian

East Indian

Ebonite

Ecuadorian

Egyptian

Estonian

Filipino

Finnish

Frisian

Gaelic
German (see also: Austrian)
Goan
Greek
Greek Cypriots
Grenadian
Guyanese
Haitian
Hindu
Hungarian
Hungarian-Jewish
Icelandic
Indian
Indonesian (see also: Carpetho-Ruthenians)
Irish
Islamic
Ismaili
Italian
Jain
Jamaican
Japanese
Jewish
Kittitian
Korean
Latin American (see also: Brazilian, Colombian, Ecuadorian Spanish, Uruguayan)
Latvian
Lebanese (see also: Arab)
Lebanese Phoenician
Lithuanian
Macedonian
Macedono-Bulgarian
Malaysian
Maltese
Mennonite
Mexican
Multicultural/Multilingual
Muslim see-Mosiem
Netherlands (see also: Dutch)
Norwegian

Pakistani

Persian

Polish

Portuguese

Punjabi

Romanian see-Roumanian

Roumanian

Russian

St. Lucian

Scandinavian (see also: Danish, Norwegian, Swedish)

Scottish

Serbian

Sikh

Singaporean

Slavic see-Bulgarian, Byelorussian, Carpethoruthenian, Croatian, Czech, Polish, Russian, Serbian, Slovak, Slovenian, Ukrainian)

Slovak (see also: Czech)

Slovenian

South African

Spanish (see also: Brazilian, Mexican)

Sri Lankian

Swedish

Swiss

Syrian (see also: Arab)

Taiwanese

Tibetan

Tobagonian

Trinidadian

Turkish

Ugandan-Asian

Ukrainian (see also: Carpatho-Ruthenians)

Uruguayan

Vietnamese

Welsh

Western Chinese

West Indian

Yugoslav (see also: Croatian, Macedonian, Serbian, Slovenian)

Zaroastrian

SUGGESTED DIRECTORY PAGE FORMAT

NAME IN CAPITALS (year established)
Address
Postal Code
Phone No.

Hours open: (Qualifiers: ex. students only etc.)
Purpose of library:
Coordinator/Supervisor: Staff: (#)
Language of service:
Collection: Books: (#)
Periodicals (#)
Other: (#)
Major Subject Emphases:

Special Collections:

Services Available:
Publications:
Comments:

NAME IN CAPITALS (year established)
Address
Postal Code
Phone No.

* ENTRIES ARE TO BE TYPED IN TWO COLUMNS WITH AN EXPECTED 6 ENTRIES PER PAGE PRINT ON 11"x15" PAPER WILL THEN BE REDUCED